# FY 2025 Application ACT-X Proposal

**※Note: Please delete any blue text (guidelines) before submission**

* Failure to adhere to the following instructions may result in the rejection of your research proposal.
  + Do not change the formatting, style settings, or line spacing of any forms.
  + All text in the forms should be no smaller than font size 10.5.
* When preparing the documents, please carefully check that the proposal form uploaded to e-Rad is not missing documents (especially “Form 1: Basic Information”) or important entry items, and that the text does not appear garbled. Any proposals that are missing items or contains errors that make it difficult to review will be rejected. JST shall not be held responsible for any issues or defects that may arise with the proposal prior to the application deadline, regardless of whether the proposal is accepted or not. JST will not correct proposal or request proposers to make corrections to their proposals before the submission deadline. Please note that after the submission deadline, proposals submitted to e-Rad cannot be withdrawn. For a research applicant, researcher ID for e-Rad must be required in order to submit a proposal. However, if a student proposes the research and his/her belonging institute does not allow the issuance of the student's e-Rad researcher ID, it is possible to apply using the researcher ID of the supervisor.
* In the case that the applicant for ACT-X is a Student, a JSPS Research Fellow, or those who is not have a position to become the responsible person for the contract to spend research fund in the belonging organization, it is required that the "Memorandum of Confirmation concerning application to the ACT-X" signed by both the Student etc. and the academic advisor must be submitted through e-Rad in addition to the research proposal application documents.

Memorandum of Confirmation Form:

URL: <https://www.jst.go.jp/kisoken/boshuu/teian/en/koubo/act-x_confirm_en.pdf>

* If the descriptions of items that are both included in e-Rad and the proposal documents do not match, the information in the proposal document will take precedence.

# Form 1　 Basic Information

* **Fill in Form 1 within one A4 page (observed strictly).**

|  |  |
| --- | --- |
| Research Area | ※Select one of the ACT-X Research Area among the calling for proposals in 2025. |
| Title of Proposed Research Project | ※If the title is in English, please include the title in Japanese as well (about 20 characters). |
| Name of Research Director (PI) |  |
| Affiliated Institution,  Section, Title | ※Describe your affiliation and title accurately without any omissions. (i.e., describe Graduate school, Department, Majors, XX laboratory, and project/tenure/associate/assistant professor). For students, enter the master's / doctoral school year in addition to the department. |
| Research Period | [Oct. 2025] – [mm. yyyy] (xx years)  Do not include the period of the acceleration phase. |
| Total Research Budget | Total Budget: 　　　thousand yen  ※Do not include decimal point. Pay attention to the unit <thousand yen>. (Check also if the expenses exceed the upper limit set for research expenses stipulated in the “Research Supervisor’s Policy on Call for Application, Selection, and Management”.) |
| Institution that executes Research Costs (Institution planning to contract with JST) | ☐ present affiliation  ☐ other（　　　　　　　　　　　　　　　　　）  In case of that the research applicant belongs to multiple institutions, choose ONE and describe it in this box.) |
| Research Summary | * Summarize the project goals and content of this research proposal within 120 words. |

# Form 2　Project Description

* **Fill in Form 2 within two A4 pages (observed strictly).**
* The use of figures and tables is strongly encouraged to help reviewers easily and clearly understand the proposed project (color usage is allowed).
* Evaluation will be based on the following criterion:

- The proposal aligns with the purpose of ACT-X and the selected research area and it is expected to produce the results that the selected research aria aims to achieve.

* Please read the application guidelines "Introduction (1)" and the purpose of the call of the research area you intend to submit to.

The selected research area on the research proposal website:

https://www.jst.go.jp/kisoken/boshuu/teian/en/top/ryoiki.html

* Clearly explain the background and the project goals that inspired the development of this research proposal, and the future prospects of the proposal. Use concrete examples and align your explanation with the purpose of the selected research area.
* Clearly refer the research and professional accomplishments listed in Form 5 “Achievements” to illustrate the connection between prior accomplishments and the proposed research. Use the publication numbers provided in Form 5 “Achievements”, if necessary, to refer the documents.
* If you have previously applied to this research area and this application is a resubmission, please describe the differences from your previous proposal.

# Form 3　Originality and Excellence of the Proposal

* **Fill in Form 3 within one A4 pages (observed strictly).**
* The use of figures and tables is strongly encouraged to help reviewers easily and clearly understand the proposed project (color usage is allowed).
* Evaluations will be based on the following criterion:

- The proposal demonstrates originality and research excellence, both in comparison to current trends and similar research, domestically and internationally.

* Clearly describe the proposal's originality, uniqueness, and excellence, taking into account the current status and trends in related research fields both domestically and internationally, as well as social conditions.
* Please describe the competing research and provide specific details as needed to support your argument. In addition, please explain the research results of the applicant to date, the facilities and equipment available to support the proposed research, and the preparation status of relevant resources, such as data or preliminary findings.

# Form 4　 Objectives and Research Plans

* **Fill in Form 4 within three A4 pages (observed strictly).**
* Evaluation will be based on the following criterion:

- The objectives of the proposal to be achieved within the research period and plans (including budget) are well-defined and appropriate for the project.

* Budget plan is not required in submitting the proposal. If you are selected for the Interview-based review, you will be asked to submit the research budget plan.

**1. Objectives to be Achieved at the end of the Research Period (within 60 words)**

※ Please provide a detailed description of the research objectives to be achieved at the end of the research period.

**2. Research Plan and Approach**

* The use of figures and tables is strongly encouraged to help reviewers easily and clearly understand the proposed project (color usage is allowed).
* Please provide a detailed description of your plans and the methods you intend to use to achieve the research objectives. Clearly outline the overall approach, including specific methods and strategies (addressing anticipated issues and their solutions), as well as the schedule and milestones (key points and achievements during the research, criteria for evaluating the progress of the research, and their timing) that will be implemented.
* Please describe your policy regarding intellectual property rights (e.g. application, acquisition of rights, licensing) anticipated from your research, considering the current status of related intellectual property rights as necessary.
* If the total research budget for the entire research period exceeds the standard amount, please provide a concise reason for this.

# From 5 Achievements

* **Fill in Form 5 within three A4 pages (observed strictly).**
* Evaluations will be based on the following criterion:

- The PI possesses the required experience and ability to effectively carry out the proposed research.

**(1)** **Basic Information**

|  |  |
| --- | --- |
| CV  (Major Work and Research History) | Graduated in 20XX from the Doctoral Program in [Field of Study], Graduate School of [Department], [University]  (Supervisor: Professor [Name]) [Supervisor's name must be entered], obtained a Ph.D. in [Discipline]  Assistant Professor, Faculty of xxxx of xxxx University from 20XX to 20XX  Research about xxxx in Professor xxxx's laboratory  Maternity and Childcare leave from 20XX to 20XX  Researcher of xxxx Research Institute from 20XX to 20XX  Conducted xxxx research in the xxxx laboratory of Professor xxxx  ※Please include the laboratory director's name.  ※(Optional) Please list any life events (such as childbirth, childcare, caregiving, etc.) that have impacted your research career and should be taken into consideration by the evaluator.   * If the applicant is a student, research history as a student can be included. |
| Information of PI | URL:  ※Please provide a link to your researchmap or to a website where your research achievements can be viewed.  ※The evaluator will refer to this information as necessary. |
| Author notation in English papers by the PI | ※Please enter the full name accurately.  ※The evaluator will refer to this information as necessary. |

**(2) Achievements in Research, Professional Activities, and Management (Max 10. entries)**

* Achievements may include academic papers, books, international conference proceedings, invited lectures at major international conferences, awards, patents, licenses, entrepreneurship, datasets, software, standardizations, and past achievements, etc. of the applicant. Please prioritize those that are the most relevant to the proposal and most recent.
* A total of 10 achievements is allowed at max. Please provide a brief explanation of each achievement to clarify its significance in executing the proposed plan.
* Please base the explanation on facts and make it as objective and quantifiable as possible (Including JIF and h-index, etc. is not necessarily required).
* For academic papers, list the paper name, the author names (list all authors and underline your name), the journal name, volume number and page, publication year, and bibliographic information (for books). Please only list papers that have already been published or those with finalized publication status. Author names may be abbreviated as "J. Smith ", etc.
* For patents, please list the application number, inventor, invention name, applicant, and filing date.

< Description Image >

* This is an example for reference; please feel free to customize it to best highlight the research representative's activities and achievements. A total of 10 achievements is allowed at max
* It is possible to group multiple related papers, patents, etc., under a common heading and treat them as a single entry.

(1) Elucidation of [Specific Topic]

Brief explanation concerning the importance of the achievements, the role of the applicant, and the relevance to this proposal.

(2) Patent Related to [Specific Topic]

Application Number, Inventors, Title of Invention, Proprietor for the Patent, Application Date, Overview, importance, role of the applicant of this proposal, and relevance to this proposal.

(3) Award of [Specific Prize]

[Year] [Foundation], Reason for the award, academic or societal evaluation of the prize, importance, etc.

(4) Contribution to Research Community and Outreach Activities Related to [Specific Topic]

Role of the applicant in international conference proceedings, invited lectures at major international conferences, networking among researchers, dialogue with citizens, and relevance to this proposal.

# Form 6 Disclosure of Funds

* Please list all competitive funding programs (\*) or other research funds (including all current research funds for individual research subjects, such as subsidies, grants, joint research funds, contract research funds, etc., including those from overseas) that the applicant is currently receiving, have applied for, or plan to apply for. Fill in the research project name, research period, role, amount of research expenses received by the individual, and the effort needed for the project. Please refer to the Application Guidelines, “Chapter 6.2 Measures against Unreasonable Duplication and Excessive Concentration“ and “Chapter 7 Limitations on Multiple Applications within the Strategic Basic Research Programs “ for more information.

(\*) The "Integrated Innovation Strategy 2020" stipulates that "disclosure of information regarding the receipt of foreign funds, etc., is a requirement when applying for research funding." Please be sure to list all research funding, whether domestic or international, including competitive funding, grants from private foundations, commissioned research expenses from companies and joint research expenses.

* If the information provided in the research proposal is inaccurate, the research project may be rejected.
* During the interview screening, we may request application and plan documents submitted to other systems.
* If you are unable to provide detailed information due to unavoidable circumstances, ex. confidentiality agreement, please provide only the effort. (Please note that this information will be shared with external experts during the review process.)
* Please list the grants you are currently receiving or have been approved to receive in order of the amount of R&D funding you have received (over the entire period). Then, list the grants you are applying for or plan to apply for.
* Adjust the number of rows as necessary.
* If you are a student using your supervisor's e-Rad ID and an effort rate of 1% is recorded on e-Rad, please indicate the actual effort rate (e.g., 50%) in this proposal. In that case, please enter the percentage of time allocated to ACT-X research out of a 40-hour week as the "effort."

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Program**  **(Name of Institution)** | **Status** | **Title of Project**  **（Name of Principal investigator）** | **Research Period** | **Role**  **(PI or Co-PI)** | **Research Fund Received**  **(Allocated Budget)**  **(1) For entire period**  **(2) FY 2025 (planned)**  **（Thousand yen/unit）** | **2025**  **FY**  **Effort**  **(％)** |
| - | ACT-X  (This Application) | Sub-mitted | Title of the proposed research project (Name of the PI) | Oct. 2025  － | PI | (1)  (2) | 30 |
| (1) | e.g. Grants-in-Aid for Scientific Research, Fundamental research (C)  (Japan Society for the Promotion of Science) | Awarded | Creating W by V  (\*\* \*\*) | Apr. 2024  －  Mar. 2027 | PI | (1) 1,000  (2) 500 | 10 |
| (2) | e.g. XX Research Grants (Public Interest Incorporated Foundation)  XX Foundation) | Submitted | Achieving high performance in X by Y  (\*\* \*\*) | Oct. 2025  －  Mar. 2027 | Co-PI | (1) 900  (2) 400 | - |
| (3) |  |  |  |  |  | (1)  (2) |  |

* Please follow the guidelines below for each entry.

1. **Status**

Enter one of the following.

**Awarded:** Currently receiving funds, or has been selected for funding

**Submitted:** Research projects currently under application or planned for submission

Do not enter effort those with the status of “Submitted” except for this proposal

**(2) Role**

Enter one of the following.

**Principal Investigator:**

Received research funding as the representative for that research project

**Co-Principal Investigator:**

Received research funding in a position other than that of the representative for that research project

1. **Research fund received**

Enter the amount of the research fund in thousand yen in a following manner.

1. Awarded as “Principal Investigator”” in the research project

Enter the research funds you, as the Principal Investigator, have received for the team, (excluding those from joint research teams, unless you are the only team member).

(b) Awarded as “Co-Principal Investigator”

Enter the research funds your group received when you were the Co-PI.

1. **Effort**

If this proposal is selected, please indicate the allocation of time required for each research project (in percentage), assuming that your total working time in the fiscal year 2025 (including educational and clinical activities, etc.) is 100%. (If a student is an applicant, describe the percentage of time spent for ACT-X research in 40 hours per week as "effort".) Do not include effort for research projects that are currently under application or planned for submission (those entered as “Submitted”).

Please be aware that the total effort for this proposal, along with other ongoing research projects, should not exceed 100%.

# Form 7　Other Important Information

* **Fill in form 7 within two A4 pages (observed strictly).**

## Conflict of Interest between the Applicant and Evaluators

* Based on the Application Guidelines, Chapter 5.1.2(2), please declare any conflict of interest (COI). Be sure to refer to the relevant section when describing the COI.
* For information on the evaluators, please refer the following websites

https://www.jst.go.jp/kisoken/boshuu/teian-en.html

**Are there any relevant conflicts of interest as stipulated in Application Guidelines, Chapter 5.1.2(2) ?**

**No　　　　　Yes**

* If “No”, please delete the table below.
* If “Yes”, please give a short description of the reason, including which section it pertains to. Evaluators who JST determines to have a conflict of interest based on the described content may be excluded from participating in the selection process.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Relevant Section** | **Name of Relevant Evaluator/**  **Organization** | **Reason** |
| 1 | (1) d | John Smith | e.g. The PI has been conducting research management and joint research in the XX Project (from 20XX to 20XX) and meets the requirements for conflict of interest under “(1)d”. |
| 2 | (1) b | Jane Smith | e.g. The PI was a member of the research team managed by Mr./Ms. XX, who served as an area advisor from 20XX to 20XX and meets the requirements for conflict of interest under “(1)b”. |
| 3 | (2) | XX Corporation | e.g. The organization to which the applicant belongs, XX organization, is JST-funded company. |

* The requirements for conflict of interest as stipulated in Application Guidelines, Chapter 5.1.2(2) are as follows.

(1) Persons Involved in the Selection Process

The following individuals and parties are considered to have conflicts of interest with the applicant. If you suspect any potential conflicts of interest, please describe them in detail in the table above.

a. Relatives of applicants.

b. Individuals who are affiliated with the same department or specialty at a university to which the applicants are affiliated, who are board members or considered affiliated members of the same university or managed corporation, or who act as the represent of the university. “Same department or specialty” means a one rank above group of the smallest research unit.

c. Individuals who are affiliated with the same group or company with which applicants are affiliated.

d. Individuals who are engaged in close collaboration with the applicants on research projects. (ex. individuals who are conducting a joint research project or have co-authored a paper with applicants, a researcher pursuing the same research objectives as applicants, a participant or a Co-PI of the research project, others, being recognized those practically affiliated with same research group.)

e. Individuals with a close teacher-student relationship with the applicant, or in a direct employer-employee relationship.

f. Individuals in direct competition with applicants.

g. Individuals in other relationships judged by JST to represent conflicts of interest with applicants.

(2) Conflict of Interest with JST

Please declare whether the affiliated institutions of the PI are JST-funded companies. This management is implemented to ensure the fairness and transparency of JST, and receiving funding from JST will not be a disadvantage during the evaluation. Please refer to the website below for information on JST's portfolio companies.

<https://www.jst.go.jp/entre/en/result.html>

## 2．Supplementary Information

* If there are any transfers planned, please specify. If the new organization or timeframe is not certain at this time, please indicate so. This information will be used for administrative purposes.